# Registration and Title System

# Cognos Enterprise Reporting Release Notes

## Release Q2

### Revised February 16, 2016

# About Release Notes

These Release Notes contain information about new features added, enhancements made, and issues resolved in this product release.

Although a brief introduction to Cognos Enterprise Reporting is provided, the *Registration and Title System Refactored Point of Sale System and Cognos Enterprise Reporting Release Notes* that contains more details is available from the **Release Notes & Support** tab on the TAC Hub (www.txdmv.gov/tax-assessor-collectors).

The contents include:

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*Revision Note:* On February 16, a sample of the revised NMVITIS Inquiry Report for county users was added to show how the column changes were implemented.

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# Cognos Enterprise Reporting Overview

Cognos Enterprise Reporting is a business intelligence tool that transforms data collected in RTS into usable information for business decision making and analysis.

The Cognos Enterprise Reporting tool updates and refreshes most report data nightly to help generate reports with the most up-to-date data. Instead of running a correction report when an update is made to a transaction, the report containing the data can be run again to pick up the new or corrected information.

The internal-use Cognos Reports shortcut icon displays on all RTS workstation desktops. Although you can click the icon and attempt to log into Cognos Enterprise Reporting, login will be successful only if you have the appropriate permissions to access and use it.

Click the 🌐 RTS Refactoring Help icon on your desktop to display the RTS Refactoring Resources page of the TAC Hub that contains materials for you to view, download, and print.

By default, the page opens on the Training tab, which contains FAQs from the field and the training webinar materials presented for Enterprise Reporting (including the training guides, slide presentations, and recorded webinar sessions. The original Release Notes are also available.

Click the **Job Aids** tab to locate important quick references to help you log in and work with Enterprise Reporting.

**Note:** It is important to visit the RTS Refactored Resources page frequently for updates and new materials.
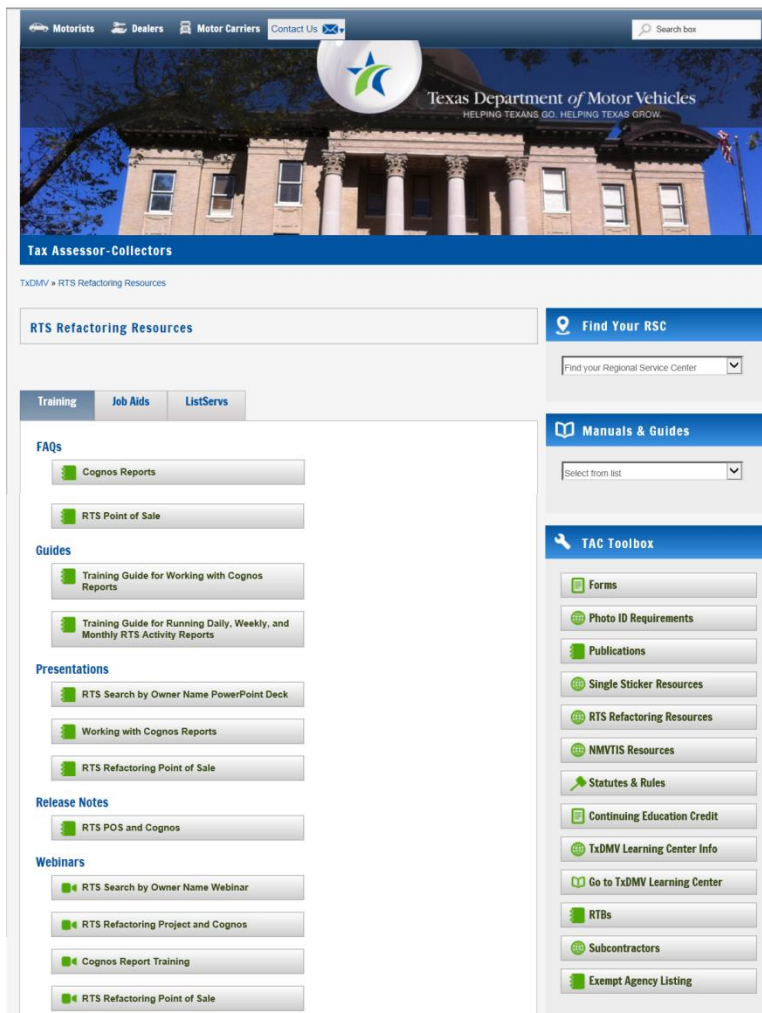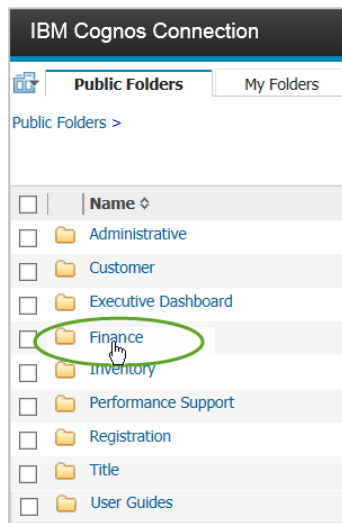
# VTR Funds Adjustment Report

The VTR Funds Adjustment Report is now available to counties in the Finance folder. The report has been enhanced to include a field that displays the local office requesting the funds adjustment for a specific month.
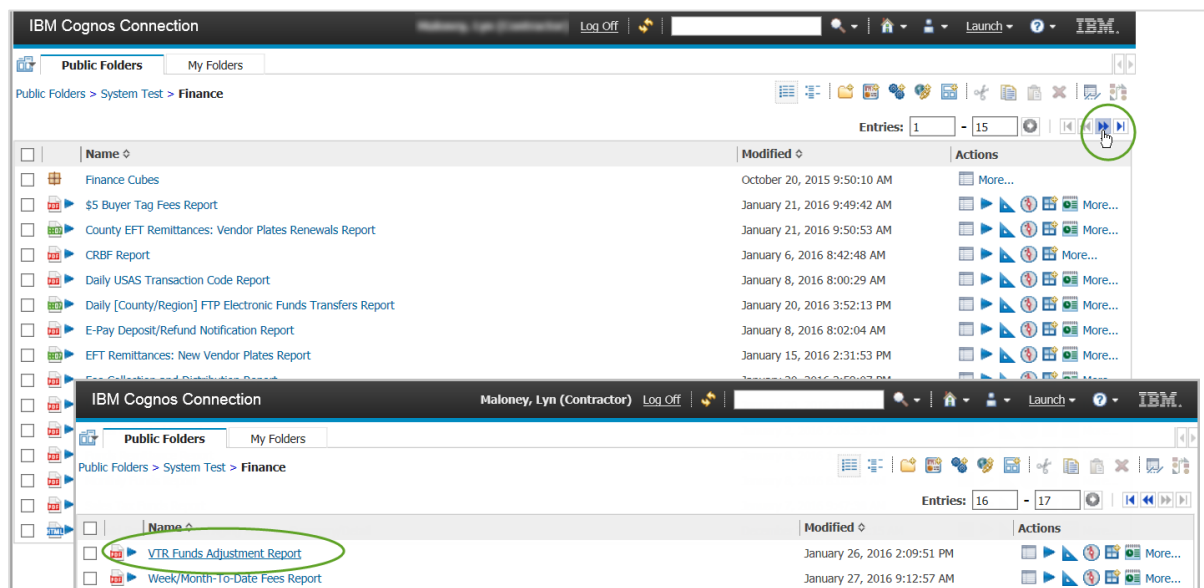
To run this report:

1. After logging into Cognos and displaying the **Public Folders** area on the Cognos Connection home page, click the 📁 **Finance** folder.



2. Click the click 📄▶ **VTR Funds Adjustment Report**.

   **Note:** If the report is not visible on the first page, click the Next page arrow at the top of the page.

3. On the **Prompts** page:



a. For **Select Year**, click the drop-down list and select the appropriate year.

b. For **Select Month**, click the drop-down list and click the appropriate month.

c. For **Select Office**, click the drop-down list and click your office.

d. Click the **Finish** button.

4. When the **Your report is running** pop-up displays, you can wait for the report to finish running and print it from the onscreen display or run the report in the background and have the system email it to you when the report finishes running.
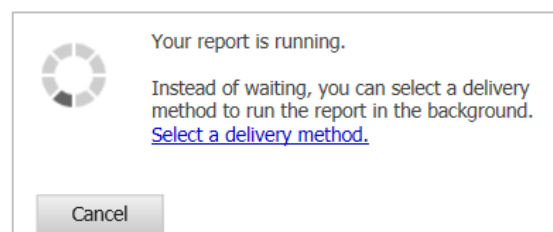


- To wait and print directly from the onscreen display:

a. From the Adobe toolbar that displays across the top of the report, click 🖨 (Print).

b. On the **Print** pop-up, to use the:

   o **Default** RTS Printer tray:
   **Tip:** To avoid using up the "500" paper inventory, you can load some plain paper in this tray.

   1) From the **Printer** drop-down, select **RTS-Tray-2**.
   2) Click the **Print** button.

   o **Manual feed** tray of your RTS printer:

   1) Pull down Tray 1 and load paper into it.
   2) From the **Printer** drop-down, select **RTS-Tray-1**.
   3) Click the **Print** button.

c. From the Cognos Viewer toolbar, click  to return to the Finance reports list.

- To email the report to yourself so you can send it to print later:

   a. On the pop-up, click **Select a delivery method**.
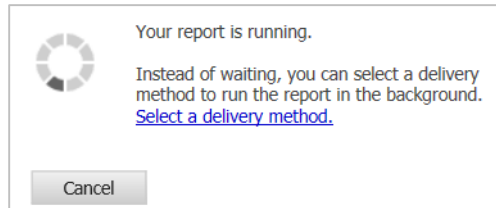
   

   b. From the options displayed, click **Email Report**.
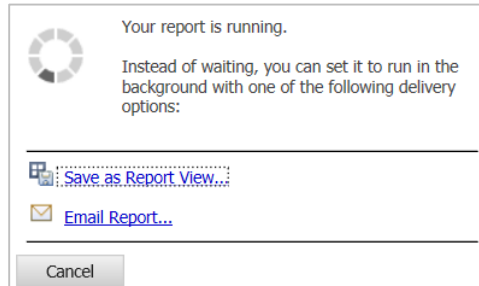
   

   c. On the **Set the email options** page, supply the necessary information.

d.  Click the **OK** button to close this page and return to the **Finance** reports list.

The VTR Funds Adjustment Report shows the employee who performed the adjustment, details about the transaction and the amount of the adjustment. The report can span multiple pages.

Texas Department *of* Motor Vehicles                    *Registration and Title System Report*

RTS.FIN.003                          VTR FUNDS ADJUSTMENT REPORT
                                           For: August 2015

Year:               2015                                Office:       ████ ████████
Month:              August

Office Display: ████ ████████

| HQ Employee ID | HQ Employee Name | Reporting Date | Transaction ID | Reason | Transaction Date | Funds Report Date | Account Code | Account Code Description | Quantity | Item Price | Plate Months Sold | Plate Term |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ████ | ████ | 07/04/2015 | 28975742186141603 | 37368 TRANSID 05734242184144352 | 07/03/2015 | 07/04/2015 | CRBF | CNTY ROAD BRIDGE ADD-ON FEE | 1 | (10.00) | | |
| | | | | | | | CRDTUSED | CREDIT USED | 1 | 52.75 | | |
| | | | | | | | INS | REG FEE-DPS | 1 | (1.00) | | |
| | | | | | | | WS | WINDSHIELD STICKER | 1 | (50.75) | | |
| | | 07/25/2015 | 28975742213113133 | 42015 TRANSID 05726342207083726 | 07/30/2015 | 07/25/2015 | INSP1Y | INSPECTION FEE-1YR | 1 | (3.50) | | |
| ███████ ██████ | | - Total | | | | | | | 12 | (555.50) | | |
| ████████ | ███████ ██████ | 06/27/2015 | 28975642193112221 | 38937 CNTY PROCESSED BUYERTAG FEE | 07/10/2015 | 06/27/2015 | BUYERTAG | BUYERS TAG | 49 | (245.00) | | |
| ███████ ██████ | | - Total | | | | | | | 49 | (245.00) | | |

Run Date: 01/27/2016                                                              RTS Date: 09/08/2015
Run Time: 9:49:38 AM                     Page 1 of 1

# Enhancements in this Release

Cognos Enterprise Reporting was enhanced as follows from product enhancement requests received from users of the system.

## Grand Totals Background Color Changed to White

To improve readability, the bright blue background color that displayed on the Grand Totals line throughout Cognos Enterprise Reporting was changed to a white background.

## Admin Ad-hoc Report Queries Enhanced

The Admin Ad-hoc Report now contains the ARCHIVE and INACTIVE TITLE tables to provide advanced users with the ability to query the additional title records found in the tables.

## Title Statistics Report Column Changes

The Title Statistics Report has been enhanced with additional columns and column positions have been changed to report WebDealer data in a way more closely matching the legacy report.

The information in the column for:

- **Total Number of Title Applications via webDealer** now matches the former "web dealer related counts" title transaction processed successfully

- **Number of webDealer Titles Issued** now matches the former "web dealer related counts" titles released to print + e-titles released

Columns were added to show the:

- **Number of webDealer Titles Printed**, which matches the information in the former "web dealer related counts" titles released to print column

- **Number of webDealer E-titles Released**, which matches the information in the former "web dealer related counts" e-titles released column

# NMVTIS Inquiry Report Enhancements

To reduce the overall length on the NMVITIS Inquiry Report and print the report on fewer pages, several columns are automatically suppressed when county end users run the report (such as the Office, Regional Office, Type, and Salvage Indicator) and word wrapping within each column is enabled. The revised report (which will span several pages) may look similar to the following.

| ☆ Texas Department *of* Motor Vehicles | | | | | *Registration and Title System Report* |
|---|---|---|---|---|---|

| RTS.TTL.006 | | NMVTIS INQUIRY REPORT | | | |
|---|---|---|---|---|---|
| | | From 02/01/2016 - 02/14/2016 | | | |

| Start Date: | 02/01/2016 | End Date: | 02/14/2016 | Type: | Error | Salvage Indicator: | Non-Salvage | Error Code: | All |
|---|---|---|---|---|---|---|---|---|---|
| Office: | 057 - DALLAS | Substation: | All | VIN: | All | | | Document Number: | All |

| Date | Substation | Document Number | VIN | Previous Jurisdiction | Message Text | Message Code |
|---|---|---|---|---|---|---|
| 02/01/2016 | 1 - DALLAS COUNTY BACK ROOM | 05731342396250033 | 1VWAS7A34FC101711 | | VIN POINTER RECORD FOUND FOR NEW VIN | 903 |
| | 2 - DALLAS COUNTY PUBLIC | 05710242396102905 | 1C6RD6KT4CS252369 | NM | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | | 05732342396101908 | JNKCV51E04M615246 | VA | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | | 05732342396103621 | ZDM12BSW9EB010960 | FL | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | | 05732342396104915 | 1G1PC5SB5F7149045 | CA | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05732542396084551 | RKRSA33A1AA170187 | IA | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | | 05732742396091232 | 2HKRL18631H537849 | KS | NMVTIS HAS BRAND 09 FROM VA THAT TX DOES NOT | 910 |
| | | 05732742396095430 | 1GNDS135742326524 | AR | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | | 05732742396150348 | WVGAV7AX4DW514586 | CA | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05732742396152520 | 1N4AL11D65C183127 | LA | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05732942396092419 | 1N4AL21EX7N450579 | VA | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05733142396104143 | 1G1YY36U375122185 | CO | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05734042396093001 | 1N4AL3AP8DC251433 | WV | VIN POINTER JURISDICTION IS DIFFERENT FROM SURRENDERED TITLE | 905 |
| | | 05734042396103637 | 2FMDK36C67BB30626 | OK | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05734042396133411 | JT4RN61D3F5083867 | CA | NO VIN POINTER RECORD FOR EXISTING VIN | 902 |
| | 7 - GRAND PRAIRIE SUBSTATION | 05700742396140917 | 1HTMSAAR28J687635 | VA | VIN POINTER JURISDICTION IS DIFFERENT FROM SURRENDERED TITLE | 905 |
| | | 05739342396081435 | 1GDKP32Y4S3504377 | OK | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05739342396104309 | 1N4AL11D25N486166 | VA | VIN POINTER TITLE ISSUE DATE IS DIFFERENT FROM SURRENDERED TITLE | 907 |
| | | 05739642396084150 | JM1BJ2218Y0304101 | TX | NMVTIS HAS BRAND 09 FROM OK THAT TX DOES NOT | 910 |

To fit more of the report on each page, you can also manually change print settings for page orientation from vertical (Portrait) to horizontal (Landscape) and for scaling from the actual size to shrinking the size to fit all columns on one page.

**To manually make the Print Setting changes when sending the report to print:**

1. From the tabs along the top of the Excel worksheet, click **File**.
2. From the **File** menu, click **Print**.
3. From the **Settings** area:
   a. Click the **Orientation** drop-down and click **Landscape Orientation**.
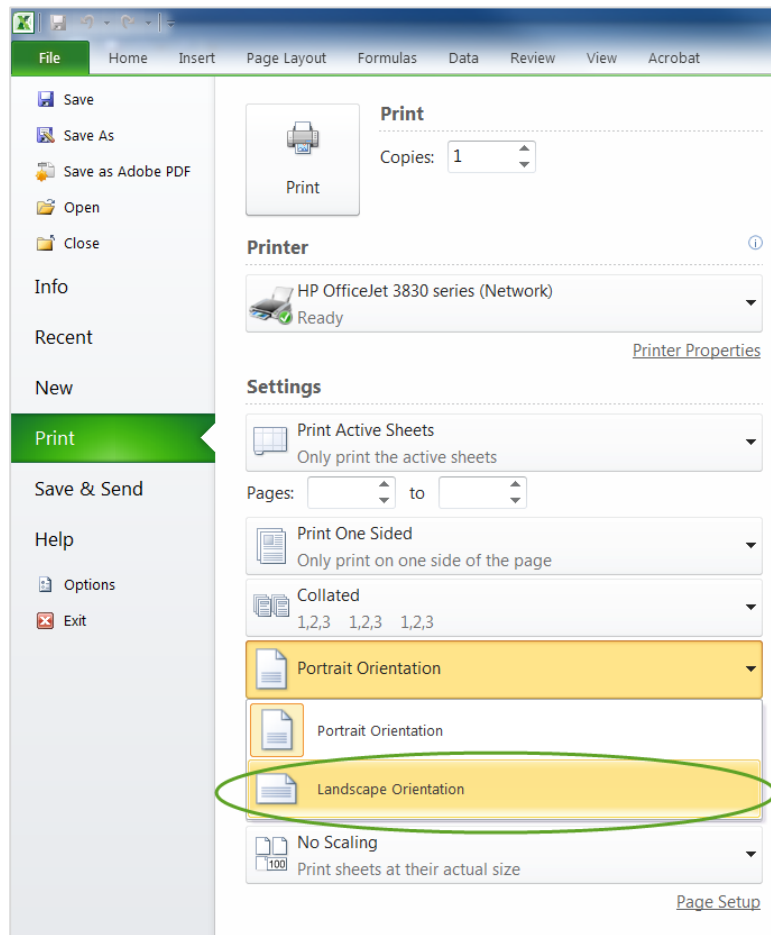
b. Click the **No Scaling** drop-down and click **Fit All Columns on One Page**.
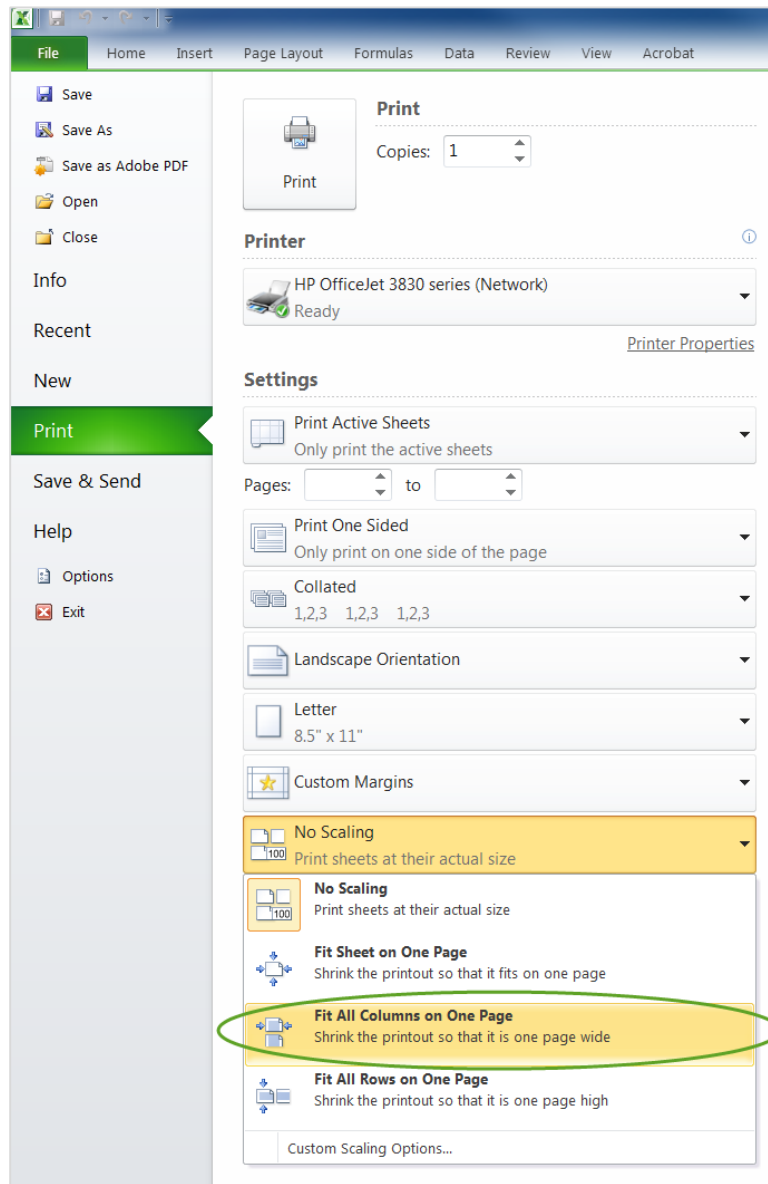


4. Click the **Print** button.

# Known Issues Resolved in this Release

The following reported issues were resolved in this release.

| Issue | Description and Mitigation |
|---|---|
| DMVRTS-5733 | **Not all past and present employees display on the Employee Transaction report.**<br><br>This issue has been resolved by including all employee IDs (even when the employee name is not tied to the ID, which may indicate the employee is no longer employed). |
| RRTS-166 | **In the VTR Funds Adjustment Report, the Employee ID contained no data.**<br>This issue has been resolved by enhancing the product design. |
| RRTS-2284 | **In the Funds Remittance Report, the Apprehension Amount only displays for the county processing the report without showing the county receiving the amount.**<br>This issue has been resolved so both counties now display on the report. |